p. 15

¥. R. S. 58]

Previous references.

G. M. File No. 60 -14

G. M. 45-13-28. 1914.

Serial Nos. 1

(Genl. Mis)

Later references.

G. M. 572-15-1.

GENERAL AND REVENUE SECRETARIAT.

Serial Nos.

Part B for July 1915

SUBJECT.

Continuance of the Record Sorting Establishment.

---

81. 20. 1. No. G. 233 - G. M. 60-14-1 dated 7/10 July 1915.

To The Comptroller, Mysore G-ovt.

Sanctions the Continuance of the Spl: Establ.

for another year from 1. 7. 15.

/

14/7/15

GPE—6,500—21-7-14

G.R.S. 11] 1914/15

GENERAL AND REVENUE SECRETARIAT.

(G. Br.)

NOTES.

File No. 60/14

FILE HEADING.

Continuance of the Establishment for the Sorting of old Records in the Genl & Rev Sect.

From

No.	Dated	Received

Diary No.	Enclos.	Spare Copies.	Serial No.

BRIEF ABSTRACT OF LETTER.

NOTES AND ORDERS.

NOTES—First Sheet.

GPB—35,000—15-6-12

G.R.S. 13]

Routine Notes.

[To be used only for notes, requisitions, etc., not intended for permanent record.]

Programme of sorting work for 1914-15 } & 1915-16 } & 1916-17 }

*Dewan's *order.

1) ... seen and approved. I should like to hear about this matter in Jany. or Feby next.

(M). M.V.
3.11.14

(M) D.M.R.

2) Mr. S.N. Rao. to note and remind me in Dec

(M) P.C.
3.11.14

*May S

N.B.—Should routine notes be written on small slips, the notes must be copied, or slips pasted on this form.

GPB—10,000—10-6-14

G.R.S. 13]

Routine Notes.

[To be used only for notes, requisitions, etc., not intended for permanent record.]

S

T

lbd.

3) file re the continuance of the Special Establishment- till the end of June 1915 is submitted as per orders of the Deputy Secretary in page 13.

4) out of the files referred to in the programme of work to be done in 1914-15 the rearrangement of the Building files ~~as well as all old files~~ in the Records is completed and the files of the Judicial Branch have been taken up. After the open files and closed bundles of this Branch for 1902-03 & 1901-02 are all rearranged Plague Branch papers of 1903-04 will be

N.B.—Should routine notes be written on small slips, the notes must be copied, or slips pasted on this form.

GPB—10,000—10-6-14

G.R.S. 13]

Routine Notes.

[To be used only for notes, requisitions, etc., not intended for permanent record.]

T

taken up for portion as per programme.

5) The Progress Register which is maintained in the Section is posted upto the week ending Saturday, the 19th instant and submitted herewith.

6) From the 1st of July 1914 the following quantity of work has been turned out:-

Recorded files	Recorded Sks	D.R. Sks
1422	13.311 -	10684
	Total Sks.	24995-

22/12/14.

7) RN 23/12

Dy Secy

8) K 23/12

Secy.

9) Reg to Mech see me about this. Secy 25/12

10) A Statement up to the end of Dec 1914 (half year) maybe put up comparing work done with work promised

Secy 28/12

N.B.—Should routine notes be written on small slips, the notes must be copied, or slips pasted on this form.

GPB—10,000—10-6-14

G.R.S. 13]

Routine Notes.

[To be used only for notes, requisitions, etc., not intended for permanent record.]

14 Case Sect.
Put up
Rm.
18/2

Sibd.

Part C
Cay
18/2 15) G. 211: 7.1.. N°. 45 of 13, sl 28
Flag S is put up.

Illegible
18/2 18.2.15

Since read & put up. (G.211. 45-13 sl. 28).

Flag Z

Subd

11) File re the continuance of the special Establishment till the end of June 1915 containing a programme of work for three years 1914-15; 1915-16; & 1916-17 has been sent to the Cash Section in connection with the Budget Estimates of the G.R.S. for 1915-16 yet and has not been returned

12) A statement of work done up to the end of Dec 1914 (half year) comparing with the work programme is submitted herewith as per orders of the Secy

Rm.
18/2/15.

Dy Secy

13) Rm.
18/2

N.B.—Should routine notes be written on small slips, the notes must be copied, or slips pasted on this form.

Put up for issue on the day after
Rm.
21/2

GPB—50,000 -29-6.14

16) I shall be glad to have the work done with the Rept on the 22nd inst. at 3.30 P.m.
20/2/15

Q.D received at 11 a.m. on the 22nd. Rm.
22/2

5

G. Mi. 60-16

G.R.S. 13]

Routine Notes.

[To be used only for notes, requisitions, etc., not intended for permanent record.]

17) The work was checked by me today in company with the Rly. Inspector so far is satisfactory

2/3/15

Leey 18) Agree. Rm.

Secretary 19) For Kind perusal.

5820
15-3-15

Secy 5/3

20) Leey

31.3.15 Rd

Secy 30/3

Speak 31/3/15

N.B.—Should routine notes be written on small slips, the notes must be copied, or slips pasted on this form.

GPB—50,000—29-6-14

Work promised for the official Year
1914 - 1915.

Section	Year	Approximate number of files.
Military	1900 - 01	2479
	1901 - 02	
	1902 - 03	
	1903 - 04	
	1904 - 05	
	1905 - 06	
	1906 - 07	
	1907 - 08	
	1908 - 09	
Judicial	1902 - 03	
	1901 - 02	
Plague	1903 - 04	

Work done for the half year ending
31st December 1914.

Section	Year	Total No. of files formed.
Military	From 1900-01 to 1908-09	
Judicial	open files of 1902-03.	15-48.

N. B

In addition to the rearrangement of these files the "From" and "To" Registers of the Military Branch were obtained from the Military Secretary to H. H. the Maharaja, and the Chief Commandant and the entries (6796) were copied in separate blank Registers for purposes of Countermarking, and at the same time to make the records complete.

/

HK.

18/2/15

RN.

18/2..

G.R.S. 13]

Routine Notes.

[To be used only for notes, requisitions, etc., not intended for permanent record.]

M.

21. Please take action in the matter of the continuance of the Special Establishment for the custody of old Records.

bl 13/3/15

N.B.—Should routine notes be written on small slips, the notes must be copied, or slips pasted on this form.

GPB—50,000—29-6-14

General and Revenue Secretariat. | File No. | of 191 .

Serial No.

22) A temporary establishment for 5 months from the 1st February 1914 for sorting and recording the old records of the General and Revenue Secretariat as per provisions of the office manual was sanctioned in G.O. No. G. 4995-G.M.-45-13-1 dated the 6th Jany. 16.

R

23) When proposals for the continuation of the Establishment till the end of June 1915 were submitted a program of work to be done in each of the three years 1914-15; 1915-16 & 1916-17 was called for by the Dewan, and was finally approved & the Establishment was continued till the end of June 1915. (G.O. No. G. 889-G.M.-45-13-28 dated 29th July 1914).

O (Para 21)

T

S

24) The work of the Estd. was also inspected by the Dy. Secy. as per orders of the Dewan and report submitted.

Z

25) Orders are solicited in the matter of its continuance till the end of June 1916.

26) Branch II may be asked to kindly note the amount provided for in the revised

M
S 7415.

NOTE—Contn. sheet.

GPB—25,000—2-11-14

[G. R. S. 12]

General and Revenue Secretariat. | File No. of 191 .

Serial No.

Year's budget for the Special Estt. Submitted for orders

amm
5/4/15

27) Put up draft sanctioning

Br.
5/4.

Mr Mt

28) Draft submitted herewith.

6.4.15 amm 6.4.15

29) The progress of work was checked by the Deputy Secretary in March 1915 and was pronounced to be satisfactory. Branch II may be formally consulted. A draft sanctioning the continuance of the Establishment for another year is also put up.

Br. Receiving assurance
6. 4. 15

Dy Secy

30) To Br II. The continuance of the establishment is necessary

6/4/15
Br.

Subd. Letter No. 1573 dt. 9-4-15 from the Collr. Nellore was communicated. Nil Remarks
Wells 31) The Statt. of Estt is given in G.O. dated 6.1.14 Class R and amounts Rs 500 per year

NOTE—Contn. sheet.

GPB—25,000—2-11-14

[F. R. S. 12]

1573

General and Revenue Secretariat. | G h i File No. 60 of 1914.

Serial No.

32) Last year this Branch was not consulted about continuing the Estt. It is stated that the Estt is necessary and the orders proposed will therefore have to be accepted. It would however be better to know how long the Establishment will have to continue & what the total Exp^r is likely to be —

(Reserve) hs 27.4.15

33) It is not possible to give an opinion on the case without going into details of the work which is not within the province of Br II. But prima facie a record sorting establt for a series of years on Rs 5000/- p.m. would be considered extravagant & wasteful for an office of the magnitude of the G.P.S.

(Br V) M 28/4 hs

34) Bhavainsamvad 30.4.15

35) Please put up a note explaining the details of work & reasons for the proposal — this should be done in all cases before the papers come up to us

B 30/4

For II Last year Br II should be taken back Rec'd. 30.4.15 29/4 Dy Secy

Attended to 29/4/15

NOTE—Contn. sheet.

1646

GPB—25,000—2-11-14

[G. R. S. 12]

General and Revenue Secretariat.

G. I. File No. 60 of 1914.

Serial No.

36) Put up a statement of work done during ~~1912-13~~, 1913-14 & 1914-15 (end of April).

Rec.
7.5.14

37) Statement of work done during ~~1912-13~~, 1913-14, & 1914-15 (end of April) is prepared and submitted herewith as ordered.

Rec. 7/5/15

NOTE—Contn. sheet.

GPB—25,000—2.11.14

Sorting Establishment for
the years 1913-14, & 1914-15 (end of April 1915)

1914—15.

(From 1st July 1914, to 30th April 1915)
10 months.

Year	Number of Files recorded	Number of Serials recorded	Number of Serials entered in the Destruction Register	Total number Serials dealt with.	Remarks.
1900-01					In addition to the re-arrangement of the Files, the 'From' and 'To' Registers of the Mily. Branch for the years 1896-7 and 1908-9 were obtained from the Mily. Secretary to H.E. and the Chief Commandant, and the entries (6796) were copied in separate blank registers (in 10 Books) for purposes of "Countermarking" and to make the Records complete.
1901-02					
1902-03					
1903-04					
1904-05					
1905-06.					
1906-07					
1907-08.					
1908-09.					
1901-02	2758	21,773	26,047	47,820.	
1902-03					
Both closed Years files					
1903-04					
Exempted					

Statement of work done in the Record

1913 – 14

(From 1.2.1914. the date on which the Establishment was organised to 30.6.1914.)
5 months.

Section.	Year.	Number of Files recorded	Number of Serials recorded	Number of Serials entered in the Destruction Register	Total number of Serials dealt with.	Section.
Harvest.	1895-96					
	1896-97					
	1897-98					
	1898-99					
	1899-00					
	1900-01.					
	1901-02					
	1902-03.					
Excise. (S. & P.)	1892-93					
	1893-94					
	1894-95					
	1895-96					
	1896-97					
	1897-98					
	1898-99					
	1899-00					
	1900-01.					
				(1744)	15042	7387. 22429
Excise.	1901-02					
	1902-03					

Judiciary.

Judicial.

As per programme
approved by the Dewan.

(Flag P)

8/6/15 · 8/5/15

10/5/15

Duplicate

Military

1897-98
1898-99
1899-00.

Some loose papers preserved in two Almirahs.)

General and Revenue Secretariat. | G.M. File No. 60 of 1914.

Serial No.

38) Financial Department was consulted when the establishment was first organised (Vide para 45 of G.M.File No.45/13-14 put up.)

39) The proposed expenditure for the current year was fixed at Rs.500/- per mensem and an establishment costing this amount has been entertained and is engaged in the work.

40) A statement showing the work done yearvar by this Establishment ever since its formation is prepaped and put up.

Page 12

41) A programme of work for three years from July 1914 has been approved and is being worked out.

42) The progress of the work of the Establishment is scrutinised by me every week and has been recorded to be satisfactory by the Deputy Secretary after inspection (Vide para 17 above).

43) The work of the Regular establishment has con-

NOTE—Contn. sheet.

GPB—25,000—2-11-14

[G. R. S. 12]

General and Revenue Secretariat. | G I 1, File No. 60 of 1914.

Serial No.

siderably increased and no part of this establishment can be spared for the work now attended to by the temporary Sorting Establishment.

Bhavani Sankaran
10.5.15

Dy Secy

44) It is necessary to extend the establishment for another year. Otherwise the work will be not only left incomplete but much of the work already done will be of no avail. Draft may be sent
10/5/15
Ry.

Secy

Dewan)

Dewan Bahadur
3/7

MR 1-1915-16 21.7.15
Cr

Please see Note of
Secy
29
5.7.15.

1/7/15

17

Feb
17

Draft approved by Dewan
6.7.15

Issue
6.7

Br. T for issue & return of file with S/sl: Exhd.
20/7/15.

NOTE—Contn. sheet.

GPB—25,000—2.11.14

(15)

72106

G. R. S. 12]

General and Revenue Secretariat.

G. M. File No. 60/14 of 191

Serial No. 1

No. G 233/G. M. 6014-12.7.15 Intee Compltr

Sanctg. the retention of the temporary Record Sorting Establishment of the G.R.S. for a further period of one year from 1st July 1915.

The Fin. Dept. was consulted, and its opinion was on the whole agreeable to the proposal.

Subd. with draft and fair endts.

8-7-15

Communicate &c.
10.7.15

GPB—25,000—30-4-15.

Fair draft-
Continuance of the Special Sorting Esta
Cons'd No 2198
13/7/15 Sl. 1

Proceedings of the Government of
H.H.the Maharaja of Mysore.

---:0:---

Read.-

Government Proceedings No.G.889-G.M.45-13-28 dated the 29th July 1914 sanctioning the continuance of the tempo-rary establishment for sorting and --- recording the old records of the General and Revenue Secretariat for one year from 1st July 1914 to 30th June 1915.

Order thereon No. G. 233/Fin 60-14
Dated Bangalore, 7. 7. 1915

Sanction is accorded to the continuance of the Establishment referred to above for a further period of one year from 1st July 1915.

2. The expenditure on this account will be met out of the provision of

Rs. 0000/-

Rs. 6000/- made in the budget for ----

1915-16.

6.7.15.

Offg. Secretary to Government.

To,

The Comptroller, Mysore Govt. thro'
Branch II.

Copy to Cash Section

N.C.R.

Let me see file
7/7.

Submitted.
7/7/15

G.R.S. 28]

File No.

Serial No.

*Diary No. of letter replied to*_____

Proceedings of the Government of His Highness the Maharaja of Mysore

GENERAL AND REVENUE SECRETARIAT.

( )

, *the* 191 .

READ—

Government Proceedings No. 4995- G. M. 45-13-1 dated 26th January 1914, sanctioning for period of 5 months with effect from the 1st Feby. 1914, a temporary Estb: for sorting and records the old records of the G. R. S. (p) Govt. Proceedings No. G. M. 45-13-28 dated the 29th

over

Date of issue_____

Signed by_____

ORDER THEREON.—No.

5

SUBJECT.

Continuance of the special Estb: for another year, viz. 1915-16.

GPB—50,000—1-12-12

July 1914 sanctioning the contn.
temporary estt for sorting and recording the old
maintenance of the Estt for one records of the Genl &
Rev Secrtt.
Year from the 1st July 1914. to
30th June 1915.

Order thereon No.

Dated Bangalore 1915.

Sanction is accorded to the
continuance of the Establishment referred to above
a further period of one
for another Year from the 1st
July 1915.

2. The expenditure on this
account will be met out of the
provision of Rs. 6000/- made
in the Budget for 1915-16.

Draft
6.6.15 Asst:
Offg: Secy. 6/6/15

To

The Comptroller, Mysore
& Govt. thro' Br. II.